

Decatur County has an opening for the following position:

County Administrator.

Major Job Responsibilities: the annual budget, daily operations of the county, and to oversee the financial activities of the county. This position works under the broad policy guidance and reports to the Board of Commissioners.

Essential duties and responsibilities include: Manages and supervises all departments, agencies, and offices of the county to achieve goals within available resources. Provides leadership and direction in the development of short and long range plans. Conducts reviews of county departments to ensure service provision is efficient, effective and productive. Other duties may be assigned.

Preference will be given to applicants with experience in public administration, political science, business management, finance, or closely related field from an accredited four-year college or university.

Prefer applicant with experience as a County Administrator. Any equivalent combination of education and experience will be considered.

A physical and drug test are required prior to employment.

Resumes should be mailed to:

Decatur County Board of Commissioners
ATTN: Human Resources
P.O. Box 726
Bainbridge, GA. 39818

Resumes will be accepted until April 30, 2015.

Decatur County is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, sex, religion, or disability in employment or the provision of services.